

**To:** Kaiser, Steven[kaiser.steven@epa.gov]; Chingcuanco, Leonardo[Chingcuanco.Leonardo@epa.gov]  
**From:** Carla Morgan  
**Sent:** Mon 7/25/2016 10:32:03 PM  
**Subject:** FW: Request for Mowing Procedures / Notes from Mowing Conf Call  
Mowing and Dust Control July 15.2016 Conf Call Notes.pdf

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Carla Morgan

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**From:** Carla Morgan  
**Sent:** Thursday, July 21, 2016 6:37 PM  
**To:** 'Jeffrey.Sands@usdoj.gov'  
**Cc:** 'Tia Cauley'  
**Subject:** Request for Mowing Procedures / Notes from Mowing Conf Call

Jeff:

Attached are my notes from last week's conference call regarding mowing. I jotted them down while talking on the call, so they are not verbatim, nor are they complete.

The City and ECHA are requesting a written procedure regarding mowing/landscaping/dust reduction procedures which are to be followed in Zone 1. As discussed, it is preferable if this procedure is on EPA letterhead. An addendum containing the procedure will be added to the

mowing contract, and which may or may not need to become the subject of a change order with HUD, who funds the contract. In the meantime, management in the West Calumet Housing Complex have ordered the landscaping contractor (Ronald Komendat of RK Services Inc.) to only use weed trimmers, and use them carefully, to keep vegetation under control until we have a more formal procedure in place. Same for Goodman Park, which is inside the West Calumet Complex and adjacent to the elementary school but owned by, and operated under the jurisdiction of the East Chicago Park District.

I didn't mention this on the call, but Carrie Gosch Elementary School may also need to be notified to take precautions during mowing and landscaping. School is back in session on August 15. Our school district is the School City of East Chicago, and is a separate entity from the municipality.

Thank You,

Carla Morgan

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